

Private Document Pack

Meeting	Schools Forum
Date and Time	Tuesday 7 October 2025 at 2.00 pm
Place	

Contact: Anita Blackwell, Tel: schoolsforum@hants.gov.uk

AGENDA

	1	Welcome and Apologies	Chris Anders
	2	Election of Vice Chair & Review of Constitution (Pages 3 - 10)	Chris Anders
	3	Declaration of interests	All
	4	Minutes of last meeting - 7 July 2025 (Pages 11 - 14)	Chris Anders
	5	Actions arising	Chris Anders
	6	County Supplies Forthcoming Framework Agreements Affecting Schools (Pages 15 - 22)	Russell Cook
	7	Procurement Framework Arrangements Affecting Schools (Pages 23 - 24)	Alison Riley
	8	Schools Budget Update (Pages 25 - 34)	Andrew Minall
	9	f40 Update (Pages 35 - 36)	Andrew Minall
	10	School Audit Findings	Andrew Minall
	11	AOB	

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Schools Forum: Constitution, Procedure And Administration

September 2025

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The Schools Forum is a statutory group with terms of reference set by the Education Act 2002 and now incorporated in the [Schools Forums \(England\) Regulations 2012](#). This has been revised following amendments published within The School and Early Years Finance (England) Regulations 2021. The procedures are summarised under the following headings:

- Terms of Reference
- Membership
- Conduct of meetings
- Administration
- Costs of the Forum
- Members allowable expenses

Terms of Reference

1. The function of the Schools Forum is now set out in the c. The regulations define the functions as:

Consultation on contracts

2. Consultations will be undertaken in line with statutory guidance [Schools forum operational and good practice guide - GOV.UK](#)
3. The authority may consult the forum on such other matters concerning the funding of schools as they see fit.

Information about consultations

4. The schools forum must inform the governing bodies of schools maintained by the authority of any consultation carried out by the authority under regulation 9 or 10, as soon as it reasonably can.

Membership

5. The Schools Forum membership is set out in Appendix A to this document. It represents the minimum membership which secures a reasonable non-school membership.
6. The maintained school members are to be an equal number of headteachers and governors. Headteachers and governors conferences can nominate substitute members from maintained schools in order that full representation across the three phases is secured at each meeting of the Forum. The Clerk should be notified in advance when a substitute is to attend a meeting.
7. Pupil Referral Unit Group members are elected by Centre Managers in Hampshire. Substitutes may be nominated and the Clerk should be notified in advance when a substitute is to attend a meeting.
8. The Academy members are representatives of Academy proprietors in Hampshire and so could be a principal/headteacher, a governor or another person elected by Academy proprietors. Academy proprietors can nominate substitute members in order that full representation of the Academy sector is maintained. The Clerk should be notified in advance if a substitute is to attend a meeting

9. The balance of maintained schools members and academy members in the schools block is broadly proportionate to the numbers of schools and pupils educated in each sector and will be reviewed annually in September.
10. Following the determination of non-school members, special school and pupil referral unit representatives the balance of maintained primary and secondary school members takes account of the relative numbers of pupils in those sectors and will be reviewed annually in September.
11. Where the annual review shows that an adjustment in relative group sizes is necessary the relevant group(s) will review the current membership and advise the clerk of the revised membership. In the absence of a voluntary agreement lots will be drawn.
12. Executive Member(s) of the County Council (usually the portfolio holders with responsibility for Children's Services, Education and Resources) can attend meetings, contribute to the discussion and receive first-hand the views of the Forum.
13. The election processes for maintained schools, Pupil Referral Units, non-schools members and Academies will be through the Headteacher and governors conferences, Pupil Referral Units as a group, the Teachers Liaison Panel, the Early Education and Childcare Partnership Steering Group, the FE Board, Hampshire Academy proprietors as a group, and the Diocesan Education Liaison Group. The latter will always nominate one Church of England and one Roman Catholic representative. Such members will represent the collective views of their colleagues wherever possible.
14. Members' terms of office are four years from the date of appointment. Members are encouraged to serve for a minimum of two years but may resign at any time by sending written notice to the clerk. Members may stand for reappointment if they remain eligible.
15. Members cease to hold office when they are no longer part of the interest which they represent but can stay in office if they have a change of school within the same phase. Thus a governor or a head moving from an infant school to a junior school would still represent the same phase and remain a member but, if a maintained school became an Academy, then a head or governor at that school would no longer be part of the maintained schools' membership and would cease to hold office.
16. The administrative arrangements for the replacement and induction of members will be managed by the Clerk appointed to the Schools Forum and membership will be published on the Schools Forum website.

Conduct of Meetings

17. The meetings will be open to the press and public.
18. During any meeting the Forum has the right to go into Confidential session for all or part of the meeting. Confidential sessions are not open to the press and public.
19. The School and Early Years Finance (England) Regulations 2021 amended The Schools Forums (England) (Coronavirus) (Amendment) Regulations 2020 to make permanent provisions to enable schools forums meetings to be held

remotely. This includes (but is not limited to) telephone conferencing, video conferencing, live webcast, and live interactive streaming.

20. The dates of meetings will be fixed on a 12 month cycle, with a minimum of four meetings per annum. The timing and frequency of meetings will be set by the Forum.
21. The Forum will elect a Chair and a Vice-Chair for two years at the first meeting in each academic year beginning with an odd number i.e.2025/2026, 2027/28 and so on. An elected County Councillor or an officer of the County Council cannot hold the office of Chair of the Schools Forum.
22. Agenda items will be agreed in advance with the Chair of the Forum.
23. The agenda and all supporting papers shall be sent, whenever possible, to members of the Forum not less than five clear days (excluding weekends and bank holidays) before the meeting. Major items will be circulated, whenever possible, up to 10 working days prior to the meeting to allow representatives time to consult.
24. The quorum will be 40% of the total of school and non-school members, excluding vacancies
25. Declarations of interest by members should be made at the start of the proceedings.
26. In order to fulfil its functions the Forum may commission work from the County Council; commission work from outside the County Council and/or undertake additional consultation at the request of the County Council.
27. The Forum has discretion to set up sub committees and to determine the terms of reference and membership of those sub committees.
28. It will be normal practice for the Forum to indicate its view on all items. Where necessary a specific counted vote will be taken and where such a vote is taken the Clerk will record the numbers alongside the decision in the minutes of the meetings. Except as provided for in 3.12 all members are entitled to vote.
29. Non-school members, other than those who represent early years providers, must not vote on matters relating to the funding formulae to be used by the local authority to determine the amounts to be allocated to schools and early years providers.
30. When considering those services where regulations allow for maintained primary and secondary schools to determine that budgets should be de-delegated and pooled centrally only those members representing the relevant maintained school phase may vote.
31. Minutes of the Forum will be circulated as draft minutes, with the approval of the chair, to members of the Schools Forum within 10 working days of the meeting and used by the Clerk to ensure actions agreed are implemented. Draft minutes will be adopted at the following meeting. The Forum will determine any matters to be recorded as confidential. The adopted minutes will be included on the Education Intranet website.
32. The outcomes of discussions at the Schools Forum will feed into the Executive Member and other decision making processes of the County Council.

Administration

33. The Local Authority will nominate a Clerk to the Schools Forum. The Clerk will be responsible for arranging all meeting administration including venue, notification of meetings, clerking and recording of meetings, pre-agenda management, distribution of agenda and minutes, including the results of meetings and the action taken by the County Council in response to Forum advice, to Forum members, and the wider school community (as agreed by the Schools Forum).
34. In accordance with the e-government strategy all Forum matters will be managed electronically wherever possible although on occasions the use of paper may be deemed more appropriate.
35. The Clerk will be responsible for the management of all expenses claims.
36. A budget will be maintained to meet the cost of servicing the Schools Forum and all costs associated with work commissioned by the Schools Forum

Costs of the Forum

37. Costs will be attributable to the Schools Budget.
38. The financial undertakings of the Forum will be bound by the current Financial Procedures, Financial Regulations and Contract Standing Orders as published by the Local Authority.

Members' Allowable Expenses

39. The regulations require that members of the Forum be paid reasonable expenses. Expenses may be claimed as detailed below in accordance with the current policy on travel allowances and claims as published by the Local Authority.
40. On travel it was agreed that members be reimbursed for the standard public transport fare. Motor vehicles will be reimbursed in line with the current casual staff rates specified by the NJC for local government services. Actual cost of parking will be met with proof of parking fee paid. Subsistence will not be paid.
41. Financial loss allowance will be paid. Entitlement to this allowance is subject to the respective member incurring any loss of earnings or any individual expenses (other than travel expenses).
42. Childcare arrangements will be reimbursed at actual cost of care with a registered childminder and/or establishment registered under the Children Act 1989. Receipts will be expected to be submitted along with the claim form.
43. The Clerk will be responsible for issuing claim forms and for ensuring that claims are submitted regularly and completed in accordance with the current policy on travel allowances and claims as published by the Local Authority. Resources. Claims may be submitted at any time but must be within the same financial year.

Hampshire Schools Forum Membership September 2025

Total membership	39	Overall %	Prim:Sec %
Constitution of Membership			
Non-School Members			
Early Years Child Care (EYCC)	3		
Teacher Liaison Panel (TLP)	2		
Diocese (CoE/RC)	2		
Post 14 & YSS Board	1		
TOTAL NON-SCHOOL MEMBERS	8	21%	
School & Academy Members (Heads & Governors)			
Special	3	10%	
Nursery	1	3.23%	
Primary	14	45%	74%
Secondary	5	16%	26%
Academy	5		
Academy Alternative provision	1	23%	
Academy special school	1		
Pupil Referral Unit	1	2.56%	
TOTAL SCHOOL & ACADEMY MEMBERS	31	79%	
TOTAL MEMBERSHIP	39	100%	100%

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Hampshire Schools Forum

Date 7 July 2025
Time 2pm
Location Ashburton Hall, EII

Present

Nursery	Joan Kerr
Primary	Peter Bassett, Ian Waine, Tina Nowell, Kishor Patel, Fiona Wyeth
Secondary	Chris Sermon, Chris Anders, Paul German
Special	Marijke Miles
Education Centre	Vicky Essex
Academy	Kathryn Marshall, Mark Maranda, Keith Norman,
TLP	Jo Ayres, Faye Millward
Post 16/Diocese	David Woolley

Also Present Natalie Smith, Andrew Minall, Gemma Anderson, Annabel ~Hodder, Caroline Marlborough, Ian Douth, Laura Hamson, Michelle Nye, Anita Blackwell (Clerk)

Apologies

Primary	Sefton Lucas, Stacey Parsons, Jason Anderson, John Littlewood, Claire Hope
Secondary	Keith Atton,
Academy	Hilary Manton, Pete Main
Special	Justin Innes
Other Members	Diane Wycherley, Sara Russell

1	Welcome and apologies.	
	Apologies received and recorded as above <ul style="list-style-type: none"> • Election of vice chair – first meeting of the new year (7 October 2025) to let Anita/Andrew/ Chris know. 	
2	Declarations of Interest	
	<ul style="list-style-type: none"> • No change since previous meeting 	
3	Minutes of the last meeting held on 27 March 2025	
	<ul style="list-style-type: none"> • All in agreement that the minutes of the last meeting are a true and accurate record of the meeting. 	
4	Dedicated Schools Grant Deficit Management Plan Update – Caroline Marlborough /Natalie Smith	
	Presentation circulated with agenda. Questions/points raised <ul style="list-style-type: none"> • Reports today that government maybe revamping SEND – any insights and will schools be consulted? AM confirmed that a white 	

	<p>paper is anticipated in the Autumn Term setting out proposed changes – unable to comment further at current time.</p> <ul style="list-style-type: none"> • A query over differing of reduction in suspensions for East Hants (75%) and Rushmoor and Hart 27% - Two different pilots/ with different projects and approaches which has given different outcomes. • Cost of TSEND vs Benefits/impact – Requested that a simple communication to schools leaders be issued via schools comm – also to include reference to timeliness and quality (as referenced in slides). To be issued before end of term. 	Caroline M
5	Pupil Premium for looked after children – Virtual School- Michelle Nye	
	<p>Report circulated with agenda Questions/Points raised</p> <ul style="list-style-type: none"> • How do you track and monitor at Post-16? No statutory designated teacher role at Post 16 but do work well with all providers, and most have a designated lead role to support our young people. Better engagement is taking place with PEPs Post-16 and with social care colleagues. Have also increased the size of the team to focus on out of county Post 16 as our Education Participation Team work with our children in county • Pupil premium funding - LA holds back a proportion– how do we know it is best use of funding? Recorded in PEP how money is spent – and it has to be something individual to the child and not normally available. Virtual School Headteacher and a Virtual School Function is also funded out of the funds, which is a statutory requirement. Some funding is held back to help with requests from schools requiring specific support. Individual schools do monitor children in their school but Virtual School monitors all children. MM commented that Hampshire approach is very helpful and commendable that the money is passported through as it allows school to plan and get money to young people quickly. 	
6	Resources Provision – Laura Hamson	
	<p>Report circulated with agenda Questions/Points raised</p> <ul style="list-style-type: none"> • Comms requested to all headteachers about what is needed in areas as opposed to what is desirable. LH completing for Sept. • Discussion on the constraints that the SEN team has on placing children – with parental preference being a factor in schools being consulted that aren't necessarily local to the young person. • There are benefits to staff having a Resource Provision on site but is there any information available as to how these benefits the other children? Not something that can be easily measured with regards to the children although it is assumed - it could be something that the children are asked about more often. 	Laura Hamson

7	Capital Programme – Ian Douch													
	<p>Report circulated with agenda</p> <p>Questions/Points raised</p> <ul style="list-style-type: none"> • Three new primary schools – will there be any impact on existing schools in the area? No, they are being built because of the significant housing in the areas. New schools are developed funded and have pushed back where likelihood to effect existing schools. • How many more are likely to be built over the next five years? Only two being built but there will continue to be expansions. To consider at a future meeting areas of greater pressure. • How much migration into Hampshire? Planning takes into account migratory factors and works closely with admissions and data team when looking to see if a development is required. • Developers’ contributions discussed - HCC produces its own contribution guidance and will always try and use funding to expand/improve an existing school if possible. • Schools rebuilding programme – how are schools being liaised with? Universal Services are delivering – Ian D will try and establish some information to feed back. • Relocation of Henry Cort discussed – still a lot of stages to go through before any decision is made. • Independent Schools Numbers – impact of VAT has not had anticipated effect as number remain fairly constant. 	Agenda												
8	Schools Budget – Year End 2024/202/5 – Andrew Minall													
	<p>Report shared with agenda</p> <p>Recommendation – AGREED</p> <ul style="list-style-type: none"> • It is recommended that Schools Forum notes the final position for 2024/25 and updates for 2025/26 onwards. 													
9	AOB													
	<p>Next meeting dates – agreed that would continue with two in person meetings a year.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">7 October 2025</td> <td style="width: 50%;">Virtual</td> </tr> <tr> <td>4 December 2025</td> <td>Ashburton Hall</td> </tr> <tr> <td>19 January 2026</td> <td>Virtual</td> </tr> <tr> <td>23 March 2026</td> <td>Virtual</td> </tr> <tr> <td>21 May 2026</td> <td>Virtual</td> </tr> <tr> <td>9 July 2026</td> <td>Ashburton Hall</td> </tr> </table>	7 October 2025	Virtual	4 December 2025	Ashburton Hall	19 January 2026	Virtual	23 March 2026	Virtual	21 May 2026	Virtual	9 July 2026	Ashburton Hall	
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Hampshire County Council

Primary & Secondary Resources Committee

Item 4

24 September 2025

County Supplies Forthcoming Framework Agreements Schedule Affecting Schools Report on behalf of the Director of Children's Services

Russell Cook, Purchasing Manager: russell.cook@hants.gov.uk

1. Summary

- 1.1. The purpose of this report is to advise members of the Schools Forum on the forthcoming framework agreements schedule, affecting schools, that is planned to be tendered over the next 12 months by County Supplies, part of the Children's Services Directorate.
- 1.2. County Supplies seeks to provide schools with a wide range of pre-tendered, value-for-money frameworks agreements for common-use goods and services. Apart from MFDs (photocopiers), cleaning and catering services, none of the framework agreements require a firm or long-term commitment from schools. We are pleased to report that schools continue to give strong support to these frameworks.
- 1.3. County Supplies continues to be heavily involved in, and invariably takes the lead on, collaborative purchasing frameworks on behalf of schools through the Central Buying Consortium (CBC), a group of 23 local authorities that collaborate on procurement with the objective of achieving best value.
- 1.4. Dialogue between representatives of schools and County Supplies already takes place on a regular basis, but this report is intended to provide an opportunity for the Forum to comment on individual frameworks particularly in relation to product specifications, supplier performance and the range of frameworks in place.

2. Background

- 2.1 The Authority must consult the Schools Forum on the terms of any proposed contract for supplies or services, being a contract paid or to be paid out of the Authority's schools' budget. However, this formal requirement only applies to contracts (not frameworks):
 - Where the estimated value of the proposed contract is not less than the Public Procurement threshold. The threshold specified in the regulations is updated annually in December, to be effective from the following January (Supplies and Services currently £214,904 inc VAT).
 - At least one month prior to the issue of invitations to tender.

Although the above criteria do not apply to any of the framework agreements shown in Appendix 1 (as technically they are not contracts and therefore do not require formal approval), if agreeable County Supplies would still wish to continue to provide details of its forthcoming framework agreements schedule as schools represent a significant part of its trading activity.

2.2 County Supplies provides a purchasing and distribution service to all parts of the County Council, schools, and eligible external organisations. A key function is to aggregate the expenditure of a wide range of budget holders in order to establish purchasing and supply agreements that:

- offer value-for-money
- avoid unnecessary duplication of effort
- provide the security of the County Council's framework terms and conditions
- offer compliance with the County Council's Contract Standing Orders and, where applicable, the Public Contracts Regulations 2015 and Procurement Act 2023.

To reflect best practice the County Council places a general requirement on corporate departments to use these framework agreements but the participation of schools is based solely on their decision to 'opt in'.

3. Forthcoming Framework Agreements Schedule

3.1 A list of forthcoming framework agreements for the period September 2025 to September 2026 is shown in Appendix 1. The list only includes those frameworks that are relevant for schools and includes:

- framework agreements that enable budget holders to source their requirements direct from a supplier
- customer group/area supply frameworks
- goods bought into and supplied through County Supplies' warehouse operation.

3.2 Frameworks which are not let or managed by County Supplies are excluded from this report. The value stated for each framework is based on estimated spend to provide a general indication of its scale. Some contracts include a provision for the initial framework period to be extended by at least one year. This may mean that a framework is extended rather than re-tendered, subject to satisfactory performance and continued value for money. Therefore, the next tender exercise for the framework may take place later than the initial end date shown.

3.3 The framework agreements are reviewed periodically and opportunities for schools to give feedback on frameworks are available through the

County Supplies Administration Officers User Group, and normal communication channels. As in previous years, subject to the agreement of the Primary and Secondary Resources Committee, this report will be circulated to members of the Schools Forum.

4. Procurement Compliance

4.1 All public sector organisations in the UK, including schools, are required to follow the Procurement Act 2023 to demonstrate that public procurement is based on value for money through competition. Hampshire maintained schools are also required to adhere to the County Council's Contract Standing Orders (CSO), which provide more detail on what methods of procurement are suitable based on the value of the purchase.

4.2 The key principle of Hampshire's CSOs is that where a suitable framework agreement exists, it should be used for all related purchases. If there is no framework agreement, one written quotation should be obtained for purchases under £1,000, and three written quotations should be obtained for purchases between £1,000 and £214,904 (inc. VAT). Over £214,904 (inc. VAT), a tender exercise should be carried out in line with the Procurement Act.

4.3 As well as helping to demonstrate value for money, accessing existing framework agreements helps to protect the purchasing organisation by ensuring:

- Procurement compliance has been achieved against both the Procurement Act and Hampshire's CSOs.
- Suppliers meet specific quality standards against data protection, environmental protection and anti-fraud, corruption & modern slavery requirements.
- Contracted suppliers are financially viable organisations with the capacity and capability to provide the goods/services.
- Relevant insurance levels are in place.
- Clear governance around TUPE and pension implications are in place.
- All terms and conditions are overseen by the County Council's legal services.

4.4 Failure to purchase from a compliant contract or framework may present the risk of legal challenge. Procurement challenges can result in lengthy legal proceedings which in some cases can lead to contracts being set aside or damages needing to be paid.

4.5 The DfE are running a series of funded CIPS procurement workshops in the autumn, covering essential processes and techniques. Further courses are expected to be run in spring 2026.

5. Summary of Buying Activity

- 5.1 As mentioned in the Summary paragraph 1.3, County Supplies continues to be heavily involved in purchasing agreements on behalf of schools through the CBC. This collaboration obviously focusses on common-use goods categories, as follows:
- Stationery: office and classroom stationery; curriculum; art and craft; printing and design services.
 - Technology: office equipment; MFDs (photocopiers); IT managed services; audio visual; IT consumables; sports and PE equipment.
 - Hardware: cleaning and janitorial; clothing and protective wear; first aid and medical; tools and ironmongery; electrical goods and consumables; kitchenware; catering disposables and equipment.
 - Furniture: office and classroom furniture and storage; library and warehouse racking and shelving; flooring and matting; curtains and blinds.
 - Food: fresh and frozen meat and fish; fresh and frozen fruit and vegetables; dairy produce; ambient and chilled products; dry goods; water coolers; vending machines and servicing.

These agreements include both:

- direct supply frameworks whereby suppliers deliver and invoice directly to schools and other establishments
 - indirect delivery frameworks whereby suppliers make bulk drops into the County Supplies warehouse who in turn deliver and invoice these goods to schools and other establishments.
- 5.2 During 2024/25 a total of around £56.4 million of spend was directed through County Supplies' collaborative agreements, with almost £46 million of this spend attributed to the education sector (82%).
- 5.3 County Supplies manages 4,953 multi-functional devices (photocopiers) on behalf of school, authority and third-sector customers. An important part of our office equipment activity is overseeing the fleet of 4,172 (84%) photocopiers on behalf of the education sector, of which 3,626 (87%) are situated in schools. We are extremely proud to act as the guardian against dealer malpractice on behalf of schools and to-date there have been no reported incidents.
- 5.4 Following the announcement in December 2024 that Education Catering (formerly HC3S) were being closed, the County Council put in place provision for a managed outsource catering service as a replacement. County Supplies will be taking on responsibility for contract managing this arrangement, due to go live in January 2026. The contact address to use for questions on the managed outsource is edcateringsupport@hants.gov.uk
- 5.5 County Supplies holds responsibility for third-party education catering and cleaning. The County Supplies contact is James Serle, (direct line

0370 779 2875 email james.serle@hants.gov.uk . This service extends to offering specialist procurement advice to schools considering changing their existing provision.

- 5.6 Being a not-for-profit trading unit within Hampshire County Council, County Supplies positions and regards itself as a partner to schools rather than just “another” supplier, offering free impartial advice and acting as an enabler for schools to obtain best value.
- 5.7 Our ability to retain the loyal custom of schools largely depends on County Supplies demonstrating that it has lower prices than the main competition. Through honest pricing and no hidden catches, our catalogue stock lines continue to be the most competitive. When compared against a weighted shopping basket of over 500 of the most widely used product lines (County Supplies total value of £8m), the seven leading operators across the country (GLS, TTS (formerly The Consortium), Herts. FullStop, KCS, ESPO, YPO and Amazon) are collectively, on average, 24% more expensive than County Supplies.

6. Recommendations

- 6.1 It is recommended that the Primary and Secondary Resources Committee:
 - 6.1.1 Notes the schedule of tendering activity and collaborative framework agreements to be undertaken by County Supplies.
 - 6.1.2 Determines whether the Committee requires additional information on any of the frameworks due to be let as shown in Appendix 1.
 - 6.1.3 Confirms that it wishes this report to be circulated to members of the Schools Forum.
 - 6.1.4 Receives a further update on forthcoming framework agreements of relevance to schools in twelve months’ time.

Forthcoming Contracts Report: September 2025 - September 2026

Appendix 1

Buying team	Contract title	Contract type	Collaborative?	Lead authority (/ = not confirmed)	Start date	End date	Max end date	Hampshire annual contract value
Education Cleaning & Catering	None this period	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Number of frameworks: 0					Education & Catering total		N/A
Page 20	Fruit & Vegetables, Milk and Morning Goods	Direct to End User	No	Hampshire	01/04/2026	31/03/2030	31/03/2030	£2,844,000
	Sandwiches and To Go Food	Direct to End User	No	Hampshire	01/04/2026	31/03/2030	31/03/2030	£380,000
	Number of frameworks: 2						Food total	£3,244,000
Furniture	Curtains and Blinds	Direct to End User	No	Hampshire	01/05/2026	30/04/2030	30/04/2030	£478,000
	Library Shelving & Furniture	Direct to End User	No	Hampshire	01/04/2026	31/03/2030	31/03/2030	£40,000
	Removals and Environmental Disposal Services	Direct to End User	No	Hampshire	01/09/2026	31/08/2030	31/08/2030	£445,000
	Early Years, Toys, Curriculum and Special Educational Needs	Direct to End User	No	Hampshire	01/01/2026	31/12/2029	31/12/2029	£908,000
	Number of frameworks: 4						Furniture total	£1,871,000
Hardware	Catering Disposables	Stores Only	Yes	Hertfordshire	01/03/2026	28/02/2030	28/02/2030	£135,000
	First Aid and Medical Consumables	Stores Only	Yes	Hertfordshire	01/12/2025	30/11/2029	30/11/2029	£155,000

	Catering Equipment Maintenance	Direct to End User	No	Hampshire	01/01/2026	31/12/2029	31/12/2029	£500,000
	Number of frameworks: 3						Hardware total	£790,000
Stationery	Print & Related Services	Direct to End User	No	Hampshire	01/01/2026	31/12/2029	31/12/2029	£1,000,000
	Supply of Pulpboard	Stores Only	Yes	Hertfordshire	01/03/2026	28/02/2030	28/02/2030	£140,000
	Supply of Cut Paper and Card A4 & A3	Stores Only	No	Hampshire	01/05/2026	30/04/2030	30/04/2030	£1,100,000
	Plain Adhesive Labels, Repositionable Notes, Indexes and Hook & Loop	Stores Only	Yes	Hertfordshire	01/05/2026	30/04/2030	30/04/2030	£125,000
	Calendars & Diaries	Stores Only	Yes	Hertfordshire	01/09/2026	31/08/2030	31/08/2030	£35,000
	Number of frameworks: 5						Stationery total	£2,400,000
Technology	Office Supplies and Equipment	Direct to End User	No	Hampshire	01/06/2026	31/05/2030	31/05/2030	£180,000
	MFDs & Document Solutions	Direct to End User	Yes	Kent	01/04/2026	31/03/2030	31/03/2030	£5,400,000
	Number of frameworks: 2						Technology total	£5,580,000
	Grand Total: 16						Grand Total	£13,885,000

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Hampshire County Council

Primary and Secondary Resources Committee

September 2025

Strategic Procurement Forthcoming & Available Framework Agreements

Report on behalf of the Assistant Director for Procurement

Contact: Alison Riley, Policy & Commercial Lead

Email: strategic.procurement@hants.gov.uk

Summary

- 1.1. The purpose of this report is to advise members of the Primary and Secondary Resources Committee on the procurement arrangements open to schools, which are currently available and/or planned to be re-procured by the Hampshire County Council Strategic Procurement Team.
- 1.2. The Strategic Procurement team procures contracts and frameworks mainly serving the corporate body, but where synergy exists, these procurement solutions may also be opened to schools. These solutions provide a range of pre-tendered, value-for-money framework agreements, aligning and dovetailing with those already provided by County Supplies.
- 1.3. This report is intended to provide information of those arrangements available.

2. Forthcoming Framework Agreements Schedule

- 2.1. A list of currently available and forthcoming procurement arrangements valid for the period September 2025 to September 2026 is shown in Appendix One. The list only includes those procurement arrangements that are relevant for schools.
- 2.2. The value stated for each arrangement is based on estimated spend to provide a general indication of its scale. Some contracts/frameworks may include a provision for the initial period to be extended. This may mean that a contract/framework can be extended rather than need to be re-tendered, subject to satisfactory performance and continued value for money. Therefore, the next tender exercise may take place later than the initial end date shown.

3. Recommendations

It is recommended that the Primary and Secondary Resources Committee:

- 3.1. Notes the framework/contracts available and the supporting information provided.
- 3.2. Confirms that it wishes this report to be circulated to members of the Schools Forum for their information.

Procurement Arrangements Open to Schools

Owning HCC Directorate	Framework/Contract title	Start date	End date	Maximum end date	Total Framework/Contract Value	Further Information
Corporate Services	Provision of Specialist Learning and Development Services Dynamic Purchasing System (AS08703)	01/10/2016	30/09/2026	30/09/2026	Up to £10,000,000	
Universal Services	Minor Works Framework 2021-2026 (CO15950)	28/01/2022	27/01/2026	27/01/2026	Up to £130,000,000	Currently being re-procured – new framework start date 27/1/2026
	Intermediate Construction Framework (CC16833)	02/10/2023	01/10/2027	01/10/2027	Up to £200,000,000	
	Arboriculture Services Framework (CC19722)	29/09/2023	28/09/2027	28/09/2027	Up to £2,500,000	
	Landscape and External Works Framework 2023-2027 (CC19799)	08/4/2024	07/4/2028	07/4/2028	Up to £26,000,000	
	Commercial Waste Collection, Disposal and Recycling Services Framework 2024-2028 (CC21081)	03/06/2024	02/06/2028	02/06/2028	Up to £30,000,000	
	Southern Modular Building Framework 2025-2029 (CC21256)	20/01/2025	19/01/2029	19/01/2029	Up to £45,000,000	
	Supply of Heating Oil, Motor Fuels and Biofuel Framework (UN23920)	01/04/2025	31/03/2029	31/03/2029	Up to £45,000,000	
	Grounds Maintenance Framework 2025-2029 (UN26425)	01/4/2025	31/3/2029	31/3/2029	Up to £21,000,000	
	Managed Outsourcing Solution for Education Catering (CS26550)	05/1/2026	04/01/2031	04/01/2031	Up to £82,000,000	For opted-in schools only where an SLA has been signed.
	Dynamic Purchasing System for Passenger Transport Services 2023-2033	01/04/2023	01/04/2033	01/04/2033	Up to £750,000,000	

Hampshire County Council	
Schools Forum	Item
7 October 2025	
Schools Budget Update 2025/26 and 2026/27	
Report of the Director of Corporate Resources – Corporate Services and Director of Children’s Services	

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1. Summary

1.1. This report sets out the updated position on the schools budget for 2025/26.

2. 2025/26 School’s Budget

2.1. The following table sets out the position on the schools budget as of 31 August 2025:

Block	Current budget	Forecast outturn	Forecast variance	
	£000	£000	£000	%
Early Years	219,185	219,335	150	0.1
Schools	737,732	739,000	1,268	0.2
High Needs	209,287	348,634	139,347	66.6
Central School Services	8,946	8,772	(174)	(1.9)
Dedicated Schools Grant	1,175,150	1,315,741	140,591	12.0%
Other school grants	83,212	83,212	0	0.0
Total Schools Budget	1,258,362	1,398,953	140,591	11.2%

2.2. The forecast position on the DSG deficit reserve at the end of 2025/26 is:

	£000
Balance brought forward from 2024/25	(213,148)
2025/26 overspend	(140,591)
DSG reserve as at 31.03.26	<u>(353,739)</u>

2.3. The DSG Deficit Management Plan continues to be monitored and updated as progress is made. An update on the forecast financial position for future years will be provided at the next meeting.

3. 2025/26 Budget Variances

3.1. The most significant budget variances are discussed below. A detailed breakdown of the 2025/26 figures is provided in appendix 1.

Early Years

3.2. The overall position on the Early Years Block is an overspend of £150,403. This is largely due to forecast overspend on the 2 year old SEN Inclusion Fund due to higher take up than initially predicted when setting budgets.

3.3. Currently the forecasts for the free entitlements are set to budget, therefore the overall position for Early Years is expected to change.

3.4. For the new entitlements (working families of 2's and under) this is mainly due to uncertainty in the level of take-up alongside uncertainty regarding funding allocations for all entitlements and some small gaps in the final summer term data.

3.5. Funding allocations for all entitlements are expected to be revised by the DfE in November, March and July.

3.6. Forecasting of the anticipated allocations and take up will take place in the coming months, following the final summer term period, to enable an updated position to be provided for period 8.

Schools Block

3.7. The schools budget in table 2.1 includes the national non-domestic rates (NNDR) allocation of £16m which will differ from published DfE allocations which deduct this element overall.

3.8. The overall position on the Schools Block is an overspend of £1,268,000.

3.9. There is an £808,000 overspend forecast relating to suspension of school staff (£519,000) and redundancy (£341,000). This follows the trend from previous years with a high volume of redundancies with a high pension strain. Suspended staff numbers continue to increase with the forecast increased for 25/26 due to high cost head teacher suspensions.

3.10. The growth fund is overspent by £481,000 in relation to new/re-organising schools (£145,000) and Secondary Growing Schools (£618,000). This is offset slightly by an underspend (£275,000) on temporary classrooms. The additional cost to new/re-organising schools is due to the opening of 3 new schools from September 2025. An increase in secondary numbers is driving the increase on growing schools and lower than anticipated requests for modular buildings is causing the forecast underspend on temporary classrooms.

High Needs

3.11. The High Needs budget in table 2.1 shows the value after academy schools recoupment (£14.81m) but before the confirmed final allocation for 2025/26 as we await confirmation of the value being reallocated due to the import/export arrangement.

3.12. The forecasts for the High Needs Block have been updated based on summer term actuals and updated information about SEN growth where available.

3.13. Despite significant additional funding, a pressure of circa £139.3m is currently forecast for 2025/26. This is due to further growth in EHCPs and complexity of need being forecast, increasing costs above the current funding level. However, there is a high degree of volatility and complexity within these budgets which, when combined with the increasing overall size of the block, results in a risk of substantial movements throughout the year as activity updates become available.

3.14. To enable meaningful reporting, budgets have been set based on forecast spend in year. However, due to annual accumulated and increasing cost pressures beyond the level of funding provided, a SEN contingency offsetting budget is included reflecting the estimated in year deficit agreed by Schools Forum in January 2025.

3.15. The Transforming SEND in Hampshire Board regularly reviews SEND activity levels and cost mitigation strategies. As cost avoidance and savings workstreams are successfully implemented forecasts will be adjusted.

3.16. SEN2 reporting shows that the number of education, health and care plans (EHCPs) continues to increase year on year:

	2022	2023	2024	2025	2026
Actual/ Forecast	Actual	Actual	Actual	Actual	Forecast
Total EHCPs	12,750	14,548	16,038	17,765	19,916
Growth on Prior Year %	21%	14%	10%	11%	12%

3.17. The most significant pressures are:

Independent Provisions – Forecast of £132m, currently no variance to budget

3.18. The overall forecast on this budget is made up of £123m for Independent and Non-Maintained Special Schools (INMSS) and £9.0m for Specialist Post-16 Institutions (SPI), and is contributing significantly to the overall deficit in the High Needs Block.

3.19. The year on year changes to these budgets are shown below:

Placement type	FTE 2025/26	% change from 2024/25	Average cost 2025/26	% change from 2024/25	Total forecast change from 2024/25	Total forecast change from 2024/25 %
INMSS	1,540	27.6%	79,863	3.8%	£30.2m	32%
SPI	179	5.4%	50,215	11.0%	£1.3m	17%

3.20. The local authority has created additional high needs places in special schools and resourced provisions and more children with EHCPs are now remaining within their mainstream school, however due to the significant increase in pupils with an EHCP, it has been necessary to place more pupils in independent placements.

Top-up funding – forecast £159.4m, overspend of £7.6m

3.21. There continues to be a significant pressure on the top-up funding budgets because of increased demand and complexity of need.

The year on year changes to FTE and average unit costs for top-up are summarised in the table below:

	FTE 2025/26	% change from 2024/25	Average Cost 2025/26	% change from 2024/25
Special schools	3,558	5%	13,122	13%
Resourced provision	619	5%	8,036	8%
Mainstream	8,060	19%	5,745	7%
FE college	1,456	6%	5,956	5%
OLA	650	7%	12,241	-1%

- Special schools top-up funding – overspend of £1.75m: the forecast pressure represents a continued increase in both demand for special school places and complexity of need. The forecast includes known increases for academic year 2025/26 and other FTE growth following

trends in recent years. £1.62m has been included for over-occupancy, equivalent to 162 full time equivalents. £1.02m has been included for legacy payments in relation to the prior year, although the final position is still to be finalised and could increase. Total funding from this budget is anticipated to be 18% more than in 2024/25.

- Mainstream schools top-up funding – overspend of £5.55m: continued increases in numbers of mainstream EHCPs and complexity of need mean there is projected to be a significant increase in mainstream school top-up funding, with an increase of £9.9m compared to the 2024/25 outturn (+27%).
- Post-16 top-up funding – underspend of £1.46m: this underspend stems from a review of costs attributable to the new Future Skills Pathway which early projections estimate at being £737,000 less than the previous Employability Hubs model this year. A review of Independence Hubs funding has resulted in a reduction in projected costs of £733,000 from this budget. Total funding from this budget is anticipated to be 3% less than in 2024/25
- Pupils in Other Local Authorities (OLA) top-up funding – overspend of £1.73m: following a review of summer term top-up payments and payments made in relation to prior years, the forecast here has increased. Growth in spend stems mainly from an increase in placements and amounts owed or paid in relation to prior years which were not accrued for, due to unanticipated amounts being owed which were not previously notified or were in dispute. Total funding from this budget is anticipated to be 19% more than in 2024/25.

Discretionary Funding – Forecast of £33.9m, currently no variance to budget

3.22. This funding supports individual learners whose needs fall outside the standard top-up frameworks or main independent provision, covering all educational phases. It is specifically designed to promote placement stability and help prevent escalating needs and associated costs. As the number of Education, Health and Care Plans (EHCPs) continues to rise, alongside increasing complexity of need, demand for this funding has grown significantly.

	2021/22	2022/23	2023/24	2024/25	2025/26
Discretionary Funding	£13.4m	£15.2m	£16.3m	£27.9m	£33.9m

Central School Services

3.23. The overall position on Central School Services is an underspend of £174,000. The main differences are within Inclusion Support Service, Elective Home Education Service and Admissions and relate to current vacancies which are anticipated to be filled long term.

4. Schools Budget 2026/27

- 4.1. The release of provisional core financial information has been delayed therefore no initial indications of next year's funding can be shared with schools at this time. This requires greater use of estimates and assumptions during the budget preparation this autumn with a greater risk of late adjustments required as the 2026/27 budget must still be confirmed to the Department for Education (DfE) at individual school level in January 2026. It is anticipated further information will be published following the Autumn Budget due 26 November 2025.
- 4.2. The funding announced for mainstream primary, secondary, and all-through schools for 2025/26 will be incorporated into the core budget allocations for 2026 to 2027 by being integrated into the schools national funding formula. The schools budget support grant (SBSG) and the National Insurance contributions (NIC) grant will be rolled into the schools national funding formula for 2026 to 2027. The SBSG for 2025/26 is calculated based on the full cost of the support staff pay award and part-year cost for the teachers' pay award. For 2026 to 2027 the grant will be calculated taking into account the full year equivalent. For the NIC grant, the funding will be rolled into the schools national funding formula using the published funding rates. The 2026 to 2027 factor values for these grants have already been published.

Factor	NICs	SBSG	Total
Primary basic per pupil	£78	£55	£133
Key stage 3 basic per pupil	£68	£78	£146
Key stage 4 basic per pupil	£77	£88	£165
Primary FSM6 per pupil	£75	£49	£124
Secondary FSM6 per pupil	£60	£72	£132
Lump sum	£2,400	£2,086	£4,486

- 4.3 The Minimum per pupil funding levels in 2026 to 2027 will be increased to reflect the above grants.
- 4.4 For 2025/26, the Department for Education (DfE) has tightened the criteria for the exceptional circumstances factor relating to school premises. As a result, a disapplication request will need to be submitted annually for eligible cases. In Hampshire, a small number of schools qualify for this funding, with a total estimated cost of approximately £350,000. These cases involve exceptional costs such as renting additional premises, sharing facilities, or hiring PE venues to deliver the curriculum due to inadequate on-site facilities. It is proposed that we continue to provide

additional funding to these schools, as in previous years, in recognition of the unavoidable costs incurred in delivering core education activities.

- 4.5 A disapplication request will also be required in cases of school amalgamation, where a second year of lump sum protection may be applied to support schools through the transitional period. This additional protection must not exceed 40% of the lump sum. There was one school amalgamation in 2024/25 that is eligible for this protection, with an estimated cost of £58,000 based on the 2025/26 unit value.

5. Recommendations

- 5.1. It is recommended that Schools Forum notes the update on the 2025/26 budget.
- 5.2. It is recommended that Schools Forum notes the update on the 2026/27 funding for schools.
- 5.3. It is recommended that Schools Forum support the proposal to disapply the regulations in relation to exceptional premises costs for a small number of schools as outlined in 4.4.
- 5.4. It is recommended that Schools Forum support the proposal to apply for second year of lump sum protection for one school as outlined in 4.5.

Appendix 1 – Schools budget position as at 31 August 2025

	Annual Budget	Outturn Forecast	Outturn Forecast Variance	Outturn Forecast Variance
Budget Area	£'000	£'000	£'000	%
Early Years ISB	646	646	(0)	(0.0)
Two Year Olds Free Entitlement Funding	52,778	52,876	98	0.2
3&4 Year Olds Universal Entitlement 15h	59,069	59,069	0	0.0
3&4 Year Olds Additional Entitlement 30h	29,310	29,310	0	0
Other 3&4 Year Olds Funding	5,211	5,347	136	2.6
Three to Four Year Olds Free Entitlement	93,590	93,726	136	0.1
Early Years Central Expenditure	6,459	6,372	(87)	(1.3)
Under 2Yr Olds Free Entitlement Funding	65,712	65,715	3	0.0
Early Years	219,185	219,335	150	0.1
Schools Budget Shares	725,917	725,917	0	0.0
Staff Supply Cover (Not Sickness)	669	1,140	471	70
Ethnic Minority and Traveller Achievement	1,457	1,471	14	1.0
Schools Contingency	295	296	1	0.3
Licences and Subscriptions	186	179	(7)	(3.8)
Schools De-delegated	2,607	3,086	479	18.4
Growth Fund	2,643	3,039	396	15.0
Supply Cover - Sickness & Maternity	0	56	56	0
Responsibilities for maintained schools	6,565	6,902	337	5.1
Schools Block	737,732	739,000	1,268	0.0
Special Place Funding	34,079	34,079	0	0
Education Centres Place Funding	6,150	6,150	0	0
Resourced Provision Place Funding	4,022	4,022	0	0
High Needs in Early Years Provision	0	0	0	0
High Needs Block Budget Shares	44,251	44,251	0	0
Special School top-up	44,939	46,689	1,750	3.9
Resourced Provision top-up	4,971	4,975	4	0.1
Education Centre top-up	3,927	3,927	0	0
Mainstream School top-up	40,757	46,306	5,549	13.6
Post-16 top-up	11,589	10,129	(1,460)	(12.6)
Pupils in OLA Schools top-up	7,970	9,695	1,725	21.6
Discretionary Payments	33,917	33,917	0	0.0
Other SEN (Direct payments etc.)	3,745	3,745	0	0.0
Maintained	151,815	159,383	7,568	5.0
Independent Provision	132,075	132,075	0	0

	Annual Budget	Outturn Forecast	Outturn Forecast Variance	Outturn Forecast Variance
Budget Area	£'000	£'000	£'000	%
High Needs Top-Up Funding	283,890	291,458	7,568	2.7
SEN Support Services	7,176	6,971	(205)	(2.8)
High Needs Support for Inclusion	4,248	4,069	(179)	(4.2)
Hospital Education Service	1,803	1,707	(96)	(5.3)
Responsibilities for maintained schools	178	178	(0)	(0.0)
In Year Deficit	(132,259)		132,259	100.0
High Needs	209,287	348,634	139,347	66.6
Fees to Independent Schools without SEN	140	260	120	85.7
Servicing of Schools Forum	40	40	(0)	(0.0)
Admissions	1,605	1,531	(74)	(4.6)
Copyright	1,349	1,349	0	0.0
Central schools expenditure	3,134	3,180	46	1.5
Combined budgets - FSS & NEETS	0	0	0	0
Termination of Employment Costs	658	658	(0)	(0.0)
Historic Commitments	658	658	(0)	(0.0)
Education welfare service				
Asset management	476	476	0	0.0
Strategic Management	178	178	(0)	(0.0)
Centrally Employed Teachers Pensions	844	844	(0)	(0.0)
Other central education expenditure	5,154	4,935	(219)	(4.3)
Central School Services	8,946	8,772	(174)	(1.9)
Music Grant	1,736	1,736	0	0.0
Pupil Premium	45,073	45,073	0	0
Other Schools Grants	36,403	36,403	0	0
Schools Grants	83,212	83,212	0	0.0
Overall Result	1,258,985	1,398,953	140,591	11.0

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Making the voice of Education heard

October 2025
Andrew Minall



1

Context

- The challenges facing the education sector are well known to stakeholders but can often be difficult to understand for others, both locally and nationally.
- When engaging with this wider group, the local authority seeks to build greater understanding and where possible, to ensure the voice of the Hampshire education system is heard.
- Engagement with Hampshire school leaders key to inform those discussions, both providing activities of activities but also hearing local experiences and challenges.

2

Recent activities

General

- Working with Hampshire colleagues we have the ongoing interactions with our MPs, councillors and a number of press enquiries all seeking views of different aspects of schools funding and finance.
- Contributed to national funding policy development through working groups and separate individual discussions. Examples include changes following the Spending Review and recent Early Years announcements.

National Employers' Organisation for School Teachers (NEOST)

- As national finance adviser, supported members to understand the financial challenges faced by the sector and help shape the financial aspects of the groups consultations and responses to government.

f40

- Supported f40 MPs in their understanding of the current most pressing financial issues, enabling them to use their voice through questions and debates in the House
 - Delivered a keynote speech to a national SEN conference covering the range of financial challenges faced by the system
 - Met with key national education stakeholders representing parent groups
 - Attended an f40 executive meeting where we agreed key lobbying priorities for the autumn term
 - Participated in a drop in and briefing for parliamentarians in the Houses of Parliament where they could ask questions and get a better understanding of the challenges faced
 - Chaired a workshop where are looking to develop alternative f40 funding models for schools and high needs to help inform and support dialogue with government around moving to a fairer funding system
 - Met the Schools' Minister and discussed the great work done to support children and young people, alongside raising the challenges we are facing.
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3

Upcoming priorities

- Continued engagement on national funding policy developments
 - Lobbying in advance of Autumn 2025 Budget (26 November)
 - Stakeholder engagement - discussions to share priorities and identify areas of commonality that may enable joint messaging
 - Potential week of action to raise the profile of the issues and need for urgent and bold reform
 - Prepare and response to anticipated autumn announcements e.g. the White Paper
 - Parliamentarian engagement event
 - Development of f40 alternative funding model for schools and high needs with onward communication and engagement
 - Prepare for and engage if possible with preparatory thinking and work ahead of planned national funding reforms in 2027
 - Support NEOST prepare and respond to teachers pay remit 2026
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